



CANNON BUILDING
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**STATE OF DELAWARE
REAL ESATE COMMISSION
REAL ESTATE EDUCATION COMMITTEE**

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PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE

MEETING DATE AND TIME: Thursday, September 7, 2017 at 9:30 a.m.

**PLACE: Division of Professional Regulation
861 Silver Lake Boulevard, Cannon Building
Second Floor Conference Room A
Dover, Delaware**

MINUTES FOR APPROVAL: October 5, 2017

MEMBERS PRESENT

Barbara Brodoway, New Castle County, Public Member, Chairperson
Michael Rushe, Kent County, Public Member, Vice-Chairperson
Sal Sedita, Sussex County, Professional Member
Chrissy Steele, Sussex County, Professional Member
Tom Burns, Kent County, Professional Member
Debbie Oberdorf, Kent County, Professional Member
Juli Giles, New Castle County, Professional Member
Judy Dean, Sussex County, Professional Member
Denise Tatman, Sussex County, Public Member

MEMBERS ABSENT

All members were present.

DIVISION STAFF

Eileen Kelly, Deputy Attorney General
Nicole Williams, Administrative Specialist III
Karen Carn, Administrative Specialist II

OTHERS PRESENT

There were no others present.

CALL TO ORDER

Ms. Brodoway called the meeting to order at 9:32 a.m.

REVIEW OF MINUTES

Mr. Burns moved, seconded by Ms. Giles, to approve the minutes from the August 3, 2017 meeting as written. By unanimous vote, the motion carried.

Ms. Brodoway moved, seconded by Mr. Burns, to amend the agenda to add agenda topics discussion of course modules and review of instructor approval for Erica Wolfe under New Business. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

Review and Consider Update to Instructor Application(s)

Mr. Rushe moved, seconded by Mr. Sedita, to contingently approve the update to the previous Instructor application for James Madgey. By unanimous vote, the motion carried.

James Madgey **Contingent Approval**

Broker's Course(s): Addition of Mathematics to previous Instructor approval.

Mr. Rushe moved, seconded by Mr. Sedita, to approve the update to the previous Instructor application for Barbara Brodoway. Ms. Brodoway abstained. By unanimous vote, the motion carried.

Barbara Brodoway **Approved**

Broker's Course(s): Addition of Brokerage, Valuing Real Property, Financing, Ethics, Real Estate Investment to previous Instructor approval.

Removal of Mathematics for Broker's Course from previous Instructor approval.

NEW BUSINESS

Update from Commission

Ms. Williams provided the update, stating that the Commission approved the Education Committee report and approved the Committee to review and update the course content for all the modules as requested.

Discussion of Previous Instructor Approval for Erica Wolfe, Esq.

Ms. Brodoway advised that Ms. Wolfe was previously approved to only teach Real Estate Law for Module 7; however Premier Real Estate School where she is teaching is advertising that she is teaching pre-licensing for Real Estate Law. The Committee questioned if she taught Real Estate Law for pre-licensing for the school for the Spring since it is advertised for the Fall for pre-licensing. The Committee determined to send a letter to the school and copy Ms. Wolfe notifying her that she is only approved for Module 7, not pre-licensing. Ms. Kelly will work with Ms. Williams to draft a letter to be sent to Mr. Thomas Schoenbeck of Premier Real Estate School and Ms. Wolfe.

The Committee instructed Ms. Williams to request the pre-licensing course evaluation from Premier Real Estate School and advise the school that the evaluation is overdue as per the Education Guidelines the evaluation was due at least 10 days after the course is completed.

Mr. Rushe moved, seconded by Ms. Steele, to draft a letter and send to the Premier Real Estate School and Ms. Wolfe. By unanimous vote, the motion carried.

Discussion of Course Content for Modules

The Committee determined that some of the course content for Modules 1 to 7 needs to be reviewed for relevancy to the module. Mr. Burns advised that specifically the course content of Modules 4 and 6 needs to be reviewed to be updated to ensure that the actual course content aligns with that module. Some of the content of the modules could be included in a different module.

Ms. Steele advised about including virtual office management. Ms. Kelly advised that currently the Commission does not license virtual offices.

Mr. Burns stated for Module 6 to call it Physical Anatomy of Real Estate. Ms. Brodoway inquired about the environmental aspects of real estate with Mr. Burns suggesting it be entitled physical and environmental aspects of real estate.

The Committee inquired if New Licensee Module 1 needs to be clarified regarding Agency & Fair Housing. Currently the New Salesperson Module 1 has NAR ethics taught in orientation. The Committee will add to next month's agenda the updated course content modules for the specified modules. New Salesperson Modules 1 and 4 are similar in content and do not mention agency or fair housing. Ms. Kelly will advise the Commission about the time frame to complete the New Salesperson Modules 1-4 which currently states they must be completed a year after initial licensure date. Ms. Kelly also advised to add the modules course content to the education drop down on the Division's website under the Real Estate Education information link.

Ms. Brodoway moved, seconded by Ms. Steele, to accept all the proposed changes to the core continuing education modules and the newly licensed salesperson modules as discussed by the Committee. By unanimous vote, the motion carried.

Review of Course Provider Application(s)

Mr. Burns moved, seconded by Ms. Dean, to recommend approval, contingent approval, denial, or tabling, of the following course provider applications as noted below. By unanimous vote, the motion carried.

Long & Foster Institute of Real Estate

DE NAR Biennial Code of Ethics **Approved**
Module(s): New Licensee Module 1
Credit Hours: 3

Ultimate Real Estate Professionalism **Approved**
Module(s): New Licensee Module 4; Module 7
Credit Hours: 3

Buyer Representation and Forms **Approved**
Module(s): New Licensee Module 2; Module 3
Credit Hours: 3

Seller Representation and Forms **Approved**
Module(s): New Licensee Module 3; Module 3
Credit Hours: 3

McKissock, LLC

Delaware Core Module 3: Real Estate Documents **Approved**
Module(s): 3
Credit Hours: 3

Delaware Core Module 5: Legislative Issues **Approved**
Module(s): 5
Credit Hours: 3

A New Look at Contract Law **Approved**
Module(s): 7
Credit Hours: 3

How to Work with Real Estate Investors – Part 1 **Approved**
Module(s): 7
Credit Hours: 3

Central Delaware Real Estate Academy
Pre-Licensing Course **Denied – Committee determined that too many hours were with guest speakers.**
Module(s): Pre-Licensing
Credit Hours: 99

Delaware Association of REALTORS®
New Disclosure Forms: What You Need to Know **Approved**
Module(s): 5
Credit Hours: 3

Association of Realtors School
Agency & Fair Housing – A Professional Double Hitter **Approved**
Module(s): 1
Credit Hours: 3

Essential Elements of the Delaware Agreement of Sale **Approved**
Module(s): 3
Credit Hours: 3

Risk and Representation **Denied – Committee determined the course content encompassed too much Pennsylvania Law to be approved for DE.**
Module(s): 4 and 6
Credit Hours: 6

The Road to Court – Why RE Licensees Get Sued **Approved**
Module(s): 6 OR 7
Credit Hours: 3

When Good Agents Go Bad **Approved**
Module(s): 7
Credit Hours: 3

WIIFM. Finding the Middle Ground **Approved**
Module(s): 7
Credit Hours: 3

The Realtors Essential Technology Toolbox **Approved**
Module(s): 7
Credit Hours: 3

Market Like a Rock Star on a Roadies Budget **Approved**
Module(s): 7
Credit Hours: 3

Environmental Issues **Contingent Approval – Needs to be Delaware only, remove NJ and PA**
Module(s): 7
Credit Hours: 3

First State Real Estate School
Agency and Fair Housing **Approved**
Module(s): 1
Credit Hours: 3

The Statewide Agreement of Sale **Approved**
Module(s): 2
Credit Hours: 3

Delaware Laws, Statutes and Contracts **Approved**
Module(s): 5
Credit Hours: 3

Understanding the DE Uniform Common Interest Ownership Act **Approved**
Module(s):
Credit Hours: 3

Case Law Update **Approved**
Module(s): 7
Credit Hours: 3

Delaware Landlord-Tenant Code **Approved**
Module(s): 7
Credit Hours: 3

Real Estate Tax Considerations **Approved**
Module(s): 7
Credit Hours: 3

How to Have a Smooth Settlement **Approved**
Module(s): 7
Credit Hours: 3

Stephen M. Marcus
Selling HUD Homes – Making it Easy! **Approved**
Module(s): 7
Credit Hours: 3

OnCourse Real Estate, Inc. dba Career Webschool
Green Home Construction **Approved**
Module(s): 7
Credit Hours: 3

Review of Instructor Applications

Mr. Burns moved, seconded by Ms. Dean, to recommend approval, contingent approval, denial, or tabling, of the following instructor applications as noted below. By unanimous vote, the motion carried.

Dee Henderson Hake **Approved**

Continuing Education: Module 7 (How is the Legalization of Marijuana Affecting the Real Estate Market)

Scott Deputy **Approved**

Continuing Education Module(s): Module 7 (Successfully Engaging Today's Internet Consumer; Technology in Real Estate)

Gary Dodge **Approved**

Continuing Education Module(s): New Licensee Modules 1-4

Pre-Licensing Course(s): Real Estate Sales

Margaret McDonnell **Approved**

Continuing Education Module(s): Modules 1, 2, 4, and 6

Michael Sloan **Approved**

Continuing Education Module(s): New Licensee Modules 1-4; Modules 1-7 (Short Sales Done the Right Way; Agency - The Law; Contemporary Issues - Foreclosure; Contemporary Issues - RE Hot Buttons and Issues)

Pre-Licensing Course(s): Orientation; Real Estate Law

Broker Course(s): Real Estate Documents; Ethics; Legal and Governmental Aspects of Real Estate; Real Estate Investment

David Sulock **Approved**

Continuing Education Module(s): Module 7 (Environmental Course; Septic Course)

Craig Grant **Approved**

Continuing Education Module(s): Module 7 (Credit 101)

CORRESPONDENCE

There was no correspondence for the Committee to review or discuss.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Mr. Burns requested that the Commission allow the Committee to update the criteria for the course modules. Ms. Williams will add this discussion topic on the agenda before the Commission at their August meeting.

PUBLIC COMMENT

There was no public comment.

NEXT SCHEDULED MEETING

Ms. Brodoway moved, seconded by Ms. Steele, to amend the next meeting date to October 5, 2017 instead of October 12, 2017. By unanimous vote, the motion carried.

The next meeting will be held on Thursday October 5, 2017 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Mr. Rushe moved, seconded by Ms. Dean, to adjourn the meeting. By unanimous vote, the motion carried. The meeting adjourned at 11:34 a.m.

Respectfully submitted,



Nicole M. Williams
Administrative Specialist III

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.